

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814



September 30, 2003

COUNTY FISCAL LETTER (CFL) NO. 03/04 - 033

TO: COUNTY WELFARE DIRECTORS
COUNTY FISCAL OFFICERS
COUNTY AUDITOR CONTROLLERS
COUNTY PROBATION OFFICERS

SUBJECT: SINGLE FUNDING PAGE CROSSWALK (CROSSWALK) AND
ADMINISTRATIVE PAYMENT CONSOLIDATION

This letter provides information on the agreed upon changes for the County Expense Claim (CEC) Crosswalk consolidation and reorganization of the advance programs discussed at the various County Welfare Directors Association meetings held on September 10 and 11, 2003. The goal of this consolidation is to reduce the number of reconciliations and streamline processes for both the Counties and the State. This letter contains a brief description of the changes, special advance process for the implementation quarter, and a reference guide (attached) to assist counties.

CROSSWALK

Effective with the September 2003 quarter template, the consolidation of the Crosswalk:

- Groups together programs within a federal catalog number,
- Changes some of the current cash claim (CC) programs into advance (ADV) programs, and
- Reduces the current "single funding summary names" (Titles) by over 50%
 - Title changes are reflected on the:
 - Crosswalk
 - "County Funding Summary Detail Data by Program Code" - DFA C430
 - "Statement of Cash Advance" - AA190
 - "RA - Remittance Advice" AA 215
- All program code detail remains the same on the DFA C 430.
- The Audited CEC Ledgers continue to provide the county individual allocation detailed information.

ADVANCE PAYMENTS

The reorganization plan of the payments for the CEC advance programs results in all CEC programs being paid on the 15th of each month. Effective October 2003, this reorganization:

- Eliminates the Administrative 60/40 percent split and Cash Claim payments,
- Matches the programs paid within each warrant to CDSS' budget structure,
- Identifies a larger program payment as the banking schedule (i.e., CalWORKs Single),
- Includes the Administrative Advance programs and Audited Cash Claim reimbursements into the existing advance program warrants, and
- Issues separate warrants for Probation Pass-through funds consistent with counties' request.

IMPLEMENTATION

For the first month of implementation, a supplemental advance will be issued to the counties on October 3, 2003, and will be considered as part of the total December 2003 quarter advance. Therefore, the December monthly advance will be reduced by the amount of this supplemental advance. The supplemental advance represents 50% of the monthly advance for all Titles traditionally paid on the 5th of the month.

Your support, patience, and flexibility in achieving these process improvements are greatly appreciated. If you have any questions, please contact Didi Okamoto, Manager of the County Administrative and Services Section, at (916) 654-1626.

*Original Document
Signed by*

MARGE DILLARD, Chief
Fiscal Systems and Accounting Branch

Attachments

c: County Welfare Directors Association (CWDA)

Purpose of Attachment

The purpose of this attachment is to provide the Counties with a single document to help answer any questions regarding the Conversion.

First and foremost, our objective is to inform Counties of the new Titles for Advances, and also provide information regarding what programs are paid in each new Advance payment.

There will be seven (7) advances/payments issued each month. The following is the New Advance Payment Organization:

- 1 CALWORKS SINGLE
- 2 CWS IVE, NON CWS ALLOC, CWS IVB, CWS TANF, ILP, PSSF
- 3 IHSS, CAPIT, APS/CSBG
- 4 TANF PROBATION, CYA, PROB IVE GHMV (PT)
- 5 FOSTER CARE, FSET, FSET ENHANCED FED, FOOD STAMPS
- 6 ADOPTIONS, LICENSING
- 7 CALWORK MH&SUB ABUSE, WtW MATCH

Additionally, this Reference Guide provides information on each Title regarding the reorganization between Cash Claim and Advance programs; the Audited Cash Claim titles will be paid within the regular Advance warrant. The last column of the Reference Guide provides Title of the Advance for each payment to the County.

All CEC Administrative Advances will be paid on the 15th of each month. This Reference Guide also provides the old payment date to help identify the changes easily.

Column Title Definition

New Title = This is the new Title that will be used in the Crosswalk and payment supporting documents beginning with the 9/03 quarter. These new names will be on the DFA C430, AA190, and RA's.

Old Title = This is the old Title that will be used in the Crosswalk and payment supporting documents for any items prior to 9/03. These old names will be on the DFA C430, AA190, and RA's for the 6/03 and prior Adjustment Quarters.

New Payment Type = Either Cash Claim or Advance beginning with the 9/03 quarter.

Old Payment Type = Either Cash Claim or Advance prior to the 9/03 quarter.

Old Advance Date

Grant # = The Catalogue of Federal Domestic Assistance number associated with federal funds. This number is used by the State and Counties to report federal expenditures on their annual single audit reports (OMB Circular A 133).

Banking or Non-Banking = Identifies how each new Schedule will be processed.

Included in Advance Program (Title) = The Advance Payment Organization in which that program will be paid (see list above). For Cash Claim Titles, the audited amount will be included with the payment for the Advance.

LEGEND

TITLE = Single funding summary name

CC = Cash Claim Program

ADV = Advance Program

Banking (B) = Warrant deposited directly into the designated County Bank

Non-Banking (NB) = Warrant mailed to the county

Crosswalk = Single Funding Page Crosswalk. This identifies all program codes from the CEC. The program codes are grouped by Title, and are used to identify payments of Advances and audited Cash Claim items.

DFA C430 = County Funding Summary Detail Data by Program Code. This form is sent to all counties after each original quarter, adjustment quarter or close-out is processed. The amounts are grouped by Title and are the County Expense Claim After Audit expenditures.

Single Funding Page Crosswalk Reference Guide

ATTACHMENT

NEW TITLE	OLD TITLE	NEW PAYMENT TYPE	OLD PAYMENT TYPE	OLD ADVANCE PAY DATE	GRANT #	Banking (B) or Non-Banking (NB)	Included in Advance Program (Title)
ADOPTIONS ELIG	ADOPTIONS ELIG	CC	CC	n/a	93659 012	NB	FC/FSET/FSET ENHANCED/FS
ADOPTIONS SS *	ADOPTIONS SS	ADV	ADV	5th & 20th	93659 012	NB	ADOPTIONS/LICENSING
	STAP	ADV	CC	n/a	93659 012		
APS/CSBG *	APS/CSBG	ADV	ADV	5th	n/a	NB	IHSS/CAPIT/APS/CSBG
CalWORK MH&SUB ABUSE *	CalWORK MH&SUB ABUSE	ADV	ADV	20th	n/a	NB	CALWORK MH&SUB ABUSE/WtW MATCH
CalWORKs SINGLE *	CalLEARN-SVC/ADM	ADV	ADV	20th	93558 012	B	CALWORKS SINGLE
	CalLEARN-SVC/ADM-NF	ADV	CC	n/a	n/a		
	CalWORKs CC Hlth/Sfty	ADV	CC	n/a	93558 012		
	CalWORKs ADM	ADV	ADV	5th & 20th	93558 012		
	CalWORKs ADM -NF	ADV	ADV	5th & 20th	n/a		
	CalWORKs CC	ADV	ADV	20th	93558 012		
	CalWORKs CC - NF	ADV	ADV	20th	n/a		
	CalWORKs SVC	ADV	ADV	20th	93558 012		
	CalWORKs SVC - NF	ADV	ADV	20th	n/a		
	TANF Timed Out-CC	ADV	ADV	20th	93558 012		
	TANF Timed Out-SVC	ADV	ADV	20th	93558 012		
CalWORKs SINGLE XX	TITLE XX STAGE ONE	CC	CC	n/a	93667	NB	CALWORKS SINGLE
CAPIT *	CAPIT	ADV	ADV	n/a	n/a	NB	IHSS/CAPIT/APS/CSBG
CWS IV-B *	CWS IVB	ADV	ADV	5th & 20th	93645 012	NB	CWS IVE/NON CWS ALLOC/CWS IVB/ CWS TANF/PSSF
CWS IV-E *	CWS IVE	ADV	ADV	5th & 20th	93658 012	NB	CWS IVE/NON CWS ALLOC/CWS IVB/ CWS TANF/PSSF
	FC IVE Waiver SVC	ADV	CC	n/a	93658 012		
	SACWIS	ADV	CC	n/a	93658 012		
CWS TANF *	CWS Minor Parent	ADV	CC	n/a	93558 012	NB	CWS IVE/NON CWS ALLOC/CWS IVB/ CWS TANF/PSSF
	EA	ADV	ADV	5th	93558 012		
EA-FC ELIG	EA-FC ELIG	CC	CC	n/a	93558 012	NB	FC/FSET/FSET ENHANCED/FS

Single Funding Page Crosswalk Reference Guide

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NEW TITLE	OLD TITLE	NEW PAYMENT TYPE	OLD PAYMENT TYPE	OLD ADVANCE PAY DATE	GRANT #	Banking (B) or Non-Banking (NB)	Included in Advance Program (Title)
FC (FOSTER CARE) *	FC (FOSTER CARE)	ADV	ADV	5th & 20th	93658 012	NB	FC/FSET/FSET ENHANCED/FS
FED INCEN ADOPT SVC *	POST ADOPTION INCEN	CC	CC	n/a	93603 012	NB	ADOPTIONS/LICENSING
FSET	FSET	ADV	ADV	20th	10561 022	NB	FC/FSET/FSET ENHANCED/FS
FSET-ENHANCED FED	FSET-ENHANCED FED	ADV	ADV	20th	10561 022	NB	FC/FSET/FSET ENHANCED/FS
FSET SUPP SVCS *	FSET SUPP SVCS	CC	CC	n/a	10561 022	NB	FC/FSET/FSET ENHANCED/FS
FS (FOOD STAMPS) *	FS (FOOD STAMPS)	ADV	ADV	20th	10561 012	NB	FC/FSET/FSET ENHANCED/FS
IHSS-ADMIN *	IHSS-ADMIN	ADV	ADV	5th & 20th	n/a	NB	IHSS/CAPIT/APS/CSBG
IHSS SVC	IHSS SVC	CC	CC	n/a	n/a	NB	IHSS/CAPIT/APS/CSBG
IHSS SVC-PCSP	IHSS SVC-PCSP	CC	CC	n/a	n/a	NB	IHSS/CAPIT/APS/CSBG
ILP *	ILP	ADV	ADV	5th	93674 032	NB	CWS IVE/NON CWS ALLOC/ CWS IVB/CWS TANF/ILP/PSSF
KINGAP ADM *	KINGAP ADM	CC	CC	n/a	n/a	NB	CALWORK MH&SUB ABUSE/WtW MATCH
LEADERS CALWORKS	LEADERS CALWORKS	CC	CC	n/a	93558 012	NB	FC/FSET/FSET ENHANCED/FS
LEADERS FS	LEADERS FS	CC	CC	n/a	10561 012	NB	FC/FSET/FSET ENHANCED/FS
LEADERS REFUGEE	LEADERS REFUGEE	CC	CC	n/a	93566 092	NB	FC/FSET/FSET ENHANCED/FS
LICENSING *	Licensing FCCH&Reimb	ADV	CC	n/a	n/a	NB	ADOPTIONS/LICENSING
	Licensing FFH	ADV	ADV	20th	93658 012		
	Licensing FCCH CHSF	ADV	CC	n/a	n/a		
MAGIC CALWORKS	MAGIC CALWORKS	CC	CC	n/a	93558 012	NB	FC/FSET/FSET ENHANCED/FS

Single Funding Page Crosswalk Reference Guide

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NEW TITLE	OLD TITLE	NEW PAYMENT TYPE	OLD PAYMENT TYPE	OLD ADVANCE PAY DATE	GRANT #	Banking (B) or Non-Banking (NB)	Included in Advance Program (Title)
NON CWS ALLOC *	Kinship FC Emergency	ADV	CC	n/a	n/a	NB	CWS IVE/NON CWS ALLOC/ CWS IVB/CWS TANF/ILP/PSSF
	Kinship Supp Svcs	ADV	CC	n/a	n/a		
	STOP	ADV	CC	n/a	n/a		
	Emancipated Youth	ADV	CC	n/a	n/a		
	Options for Recovery	ADV	CC	n/a	93658 012		
	Group Home Month Visits CWD	ADV	CC	n/a	93658 012		
	Foster Parent	ADV	CC	n/a	93658 012		
	FPP	ADV	ADV	5th & 20th	93658 012		
PROB IV-E ADOPT PT	Prob IVE Adopt	CC	CC	n/a	93659 012	NB	TANF PROB/CYA/PROB IVE GHMV (PT)
PROB IV-E & GHMV PT *	Prob IVE	ADV	ADV	5th	93658 012	NB	TANF PROB/CYA/PROB IVE GHMV (PT)
	Group Home Month Visits PROB	ADV F	CC	n/a	93658 012		
PSSF *	PSSF	ADV	ADV	5th & 20th	93556 012	NB	CWS IVE/NON CWS ALLOC/ CWS IVB/CWS TANF/ILP/PSSF
REFUGEE ADM	REFUGEE ADM	CC	CC	n/a	93566 092	NB	FC/FSET/FSET ENHANCED/FS
REFUGEE UM	REFUGEE UM	CC	CC	n/a	93566 092	NB	ADOPTIONS/LICENSING
TANF PROB*, CYA *	TANF PROB, CYA	ADV	ADV	5th	93558 012	NB	TANF PROB/CYA/PROB IVE GHMV (PT)
WtW MATCH *	WtW MATCH	ADV	n/a	n/a	n/a	NB	CALWORK MH&SUB ABUSE/WtW MATCH

* Allocated Programs